

**CONFIDENTIAL**

DEC 16 1952

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT : Report of Personnel Separations

1. The Report of Personnel Separations for the month of November is forwarded herewith.

2. The [ ] separations reported in November are less than any month since December 1951 and the turnover rate of 1.0 for November is also the lowest since December 1951. A summary of separations by major categories, for the past three months, is shown below.

MONTH	NUMBER OF SEPARATIONS				TURNOVER RATE
	TOTAL	BY CIA	VOLUNTARY	OTHER	
SEP.					1.7
OCT.					1.3
NOV.					1.0

3. Of the [ ] separations reported for the month of November, fifteen (15) separations are actually conversions of "Staff Employees to Staff Agents" which are not true separations from CIA but are merely a loss to that portion of the strength reported for regular T/O's. Accordingly, the true CIA turnover rate for November is slightly less than the 1.0% indicated above.

4. Separation data for the month of November including copies of Forms 37-154 pertaining to personnel in Intelligence, Plans, Communications, and Training Offices have been compiled, and forwarded to the Deputy Director (Intelligence), Deputy Director (Plans), Assistant Director of Communications, and Director of Training respectively.

[ ]

W. H. H. MORRIS, JR.  
Assistant Director (Personnel)

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Attachment

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